

\$158,000 Environmental Grant Available to Private Sector Business Owners

Request for Proposals

Sealed proposals for a Low Impact Development Grant Project funded by the Michigan Department of Environmental Quality will be received by Macomb County Public Works Commissioner Anthony V. Marrocco, at 115 S. Groesbeck, Mt. Clemens, Michigan 48043 **until 10:00 a.m. on September 28, 2007.**

LID is a storm water management approach that seeks to reduce nonpoint source water pollution. LID attempts to control site runoff with small-scale measures within the development site. It uses techniques that infiltrate, filter, store, evaporate and detain runoff close to its source. The selection of strategies and techniques is at the applicant's discretion and shall be detailed in the project plan. \$158,000 is available to the successful applicant under the grant project. **The selected project must be physically located within the Middle Branch of the Clinton River Watershed (north central Macomb County)** and must be consistent with the priorities set forth in the watershed management plan. The project may consist of new construction or retrofit of an existing site. Measures that will be considered under the grant proposal include, but are not limited to:

- Rain gardens
- Constructed wetlands
- Green parking lot
- Bioretention
- Infiltration systems
- Green roofs
- Porous pavement

For more information contact Lynne Seymour, Environmental Engineer, at 586-307-8229; lynne.seymour@macombcountymi.gov. The grant application package may be obtained from the Macomb County Public Works Office at 115 S. Groesbeck, Mt. Clemens, MI 48043 or online at <http://www.macombcountymi.gov/PublicWorks/index.htm>. The Owner reserves the right to accept any proposal, reject any and all proposals and waive any irregularities in the proposals.

ANTHONY V. MARROCCO
Macomb County Public Works Commissioner



**Office of Macomb County
Public Works Office Commissioner
ANTHONY V. MARROCCO**

PRIVATE SECTOR REQUEST FOR PROPOSALS

**Low Impact Development Grant Project
In the Middle Branch of the Clinton River Watershed**

Macomb County Public Works Office Project #2000-0182

September 4, 2007

Macomb County Public Works Office

115 S. Groesbeck Hwy • PO Box 806 • Mt. Clemens, MI 48046
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INTRODUCTION

The Macomb County Public Works Office (MCPWO) is seeking to assist Private sector business owners, contractors, engineers, architects and/or developers to reduce nonpoint source pollution through the construction of a low-impact development (LID) project.

Major goals for this project include:

- Reduce nonpoint source pollution, including decreasing the peak discharge and volume of surface runoff to receiving water bodies.
- Offer an opportunity to try a unique solution to nonpoint source pollution.
- Development of a partnership between the MCPWO and Grantee.

The selected project must be physically located within the Middle Branch of the Clinton River Watershed and must be consistent with the priorities set forth in the watershed management plan. A copy of the watershed management plan for the Middle Branch of the Clinton River is available to download from the Clinton River Watershed Council (www.crwc.org).

BACKGROUND

The MCPWO recently received a pass-through Nonpoint Source Program Grant (Grant No. 2000-0182) from the Environmental Science and Services Division of the Michigan Department of Environmental Quality for a low impact development project.

A 15% match is required; match can be in the form of cash or in-kind services. The match must be tracked and submitted to the MCPWO on a monthly basis. Documentation of proof of match will be determined after the project is awarded.

Low Impact Development (LID) is a new storm water management approach that mimics natural processes of precipitation recharge and runoff infiltration. LID attempts to control site runoff with small-scale measures distributed throughout the development site. It uses techniques that infiltrate, filter, store, evaporate, and detain runoff close to its source. The selection of these strategies and techniques chosen is at the applicant's discretion and shall be detailed in the site plan.

FUNDING

A total of \$158,000 is available under the grant project. The grant is intended to be used to fund construction activities only. Costs for ancillary services such as surveying, engineering, permitting, and other administrative activities are not eligible for grant reimbursement. However they may be used to meet the match requirement, which is 15% of the grant amount. The Project Scope section further identifies items eligible for grant reimbursement. Reimbursement funds will not be made prior to January 2008.

Soil Erosion and Sediment Control Measures and permit fees are not eligible for grant reimbursement but must be incorporated into the site as required by the Macomb County Public Works Office, Soil Erosion and Sediment Control Division.

APPLICANTS

Eligible Applicants

Private sector business owners, contractors, engineers, architects and developers are eligible to apply for this grant. In addition all applicants must:

- Demonstrate an ability to carry out the proposed project within the proposed timeline.
- Demonstrate there is an identifiable source of funds for the future operation and maintenance of the proposed project.
- Provide a copy of the title of the property or written documentation from the landowner authorizing the project if the grant recipient is not the legal owner of the property.

Ineligible Applicants

Municipal entities and public agencies, departments and authorities are ineligible applicants for this grant.

ELIGIBLE ACTIVITIES

The selected project must be physically located within the Middle Branch of the Clinton River Watershed and must be consistent with the priorities set forth in the watershed management plan. The project may be associated with new construction or the retrofit of an existing site or

facility. Activities that will be considered under this grant proposal include, but are not limited to, the following:

- Rain gardens
- Bioretention
- Porous pavement
- Green parking lot
- Green roofs
- Infiltration systems
- Constructed wetlands

INELIGIBLE ACTIVITIES

The following types of activities will not be considered for funding:

- Projects outside of the Middle Branch of the Clinton River Watershed.
- Land and easement acquisition.
- Construction, operation, or maintenance of septage facilities, sanitary sewer or traditional storm sewer collection systems.
- Other point-source pollution related projects.
- Development of geographic information systems.
- Wetland banking or off-site wetland mitigation.
- Streambank restoration.
- Precast swirl separators (concentrators) or catch basin inserts.
- Information and education, planning, and similar activities.
- Projects that have already been constructed or that are currently under construction.

PROJECT SCOPE

General

The goal of the LID project is to implement an innovative best management practice to control the quantity and quality of storm water allowed to discharge to a receiving water body. A conceptual plan is required as a part of the application. Final construction plans and specifications are to be completed as a part of this project; however, the costs associated with developing the plans are not eligible for grant reimbursement but may be used as local match.

Project Site

The project site must be located within the Middle Branch of the Clinton River Watershed in Macomb County, Michigan. It is preferred that the site be accessible and visible to the public.

Major Tasks

Conceptual Design

A conceptual design is to be completed as a part of the application. Refer to the content of the proposal section for additional required details. This task is not eligible for grant reimbursement.

Impact Analysis

The grantee shall identify the pollutant(s) being targeted as a part of this project (i.e. sediment, nutrients, etc.) and provide calculations showing the anticipated reductions resulting from

construction of this project. Simple reduction calculations based on BMP(s) efficiencies found in documented literature are acceptable. This task is not eligible for grant reimbursement.

Design Documentation

Preliminary design documents include complete engineered plans and specifications necessary for construction of the project. Construction documents shall be certified by a registered professional engineer or landscape architect. Eight copies of the preliminary design documents are to be prepared and submitted for approval prior to construction. Eight weeks shall be provided for the review and approval process.

After incorporating agreed upon changes, final design documents shall be prepared and used during construction. Eight copies of the final design documents, certified by a registered professional engineer or landscape architect, shall be provided to the County.

Survey and design costs incurred by the applicant are not eligible for grant reimbursement, however, may be used as local match.

Construction

The grantee shall select and retain the services of a contractor for construction purposes. The grantee is responsible for all aspects of construction including, but not limited to, construction survey, shop drawing approvals, and construction oversight.

MCPWO reserves the right to deny the use of a contractor based on past performance or compliance issues.

Construction may not begin without written approval from MCPWO.

The contractor shall build the project according to the approved construction plans.

The County must review and approve construction change orders affecting the design and function of the project. The County also reserves the right to have their designated construction representative visit the construction site.

Construction costs incurred by the grantee are eligible for grant reimbursement, not to exceed \$158,000.00.

The grantee must provide as-built plans that demonstrate that project was properly constructed.

Maintenance Plan

The grantee shall submit a maintenance plan for the BMP(s). The maintenance plan shall identify what maintenance is planned and the funding source used to ensure maintenance is preformed for a minimum of 3 years after construction is complete.

The maintenance plan shall be submitted for review and approval, along with the preliminary construction documents. After incorporating agreed upon changes, a final maintenance plan shall be prepared.

Development of the maintenance plan and the executed maintenance operations are not eligible for grant reimbursement.

Education and Facility Promotion

Education activities are not eligible for grant reimbursement and are not required as a part of this project, however they are encouraged. Examples of educational activities include signage at the site, and brochures or websites discussing the project.

Administration

After award of the grant, a kickoff meeting will be held with the selected grantee to review the project scope, schedule and budget.

Monthly progress reports shall be submitted which include a narrative discussion on progress made, tasks in process, problems encountered, schedule status and budget status. An expenditure report shall be submitted indicating match and the requested reimbursement. Photo documentation of the project should be submitted with the progress report if available.

Detailed invoices must be submitted within two weeks of the end of the quarter. Payment will be made to the grantee after receipt of funds from MDEQ.

Quarterly review meetings will be held to monitor and discuss project progress.

Project Closeout

A final copy of construction documents shall be submitted showing any changes made during construction.

Deliverables

- Impact analysis of BMP(s) including supporting calculations.
- Preliminary and final construction plans and specifications.
- Preliminary and final maintenance plans.
- As-built construction plans.
- Monthly progress reports.
- Monthly or quarterly invoices.
- Before and after pictures.
- All match.

CONTENT AND FORMAT OF PROPOSALS

In no more than eight pages (plus the conceptual plan sheet), provide the following information in the order listed, and using the headings given. While there is an eight page maximum for this section, you are not required to use the full-page allowance. Consider each bulleted statement as it applies to your project. Use 11 or 12-point font on 8 ½" x 11" paper with 1" margins. At the top of the page, write "Project Description for" and the project name. Number the pages and attach to application cover sheet. Be sure to include a complete entry for each element A through I. Due to space limitations, it is recommended that applicants focus their efforts on developing elements A, B, E, F, and G.

A. Project goals and objectives.

1. Describe the project goals (what you hope to achieve) and measurable objectives.
2. Describe how you intend to accomplish the goals and objectives.
3. Describe how the project will result in improved water quality.
4. Describe the anticipated water quality benefits in relation to the cost of the project.

5. Describe how the project is consistent with the Watershed Management Plan of the Middle Branch of the Clinton River.
- B. Conceptual Plan.
1. The conceptual plan should contain sufficient information to demonstrate the proposed project will function as intended, is feasible and may be constructed.
 2. Include a plan view diagram of the site. The site plan may be a marked up aerial photograph, a hand drawn map, or a CAD drawing. The site plan may be 11"x17". Include at a minimum the following information:
 - Location of the proposed project site within the Middle Branch of the Clinton River Watershed.
 - Major features of the site, e.g. roads, parking areas, sidewalks, buildings, vegetative areas, existing drainage system. Label the features as appropriate.
 - Location and type of proposed BMP(s).
 - Indicate the flow paths through the BMP(s).
 - Drainage area tributary to the proposed BMP(s). Provide a measurement of the drainage area in acres.
 - Indicate where the BMP(s) will discharge.
 - Provide a legend, scale and north arrow.
 3. Provide additional details (e.g. a cross-section) as appropriate to fully convey the proposed concept.
 4. Provide photographs of the site as appropriate.
- C. Organization Information.
1. Briefly state any prior environmental/LID projects constructed by the applicant.
 2. Describe the relevant qualifications of project staff that will ensure the success of the project. The organization receiving the grant must have paid staff working on the project.
- D. Partners and Related Funding. Describe:
1. The project partners, their roles, and commitments.
- E. Project Sustainability. Describe:
1. Any water quality activities that will continue after the project is completed.
 2. Describe briefly the anticipated maintenance needs and how they will be addressed.
 3. The measures you or your partners have taken to identify potential land use conflicts within the proposed project area.
- F. Schedule.
1. Include a schedule for the project. Include in the schedule the items identified in the Project Scope section.
- G. Budget.
1. Include a budget summary table identifying the budget for design and construction of the project. Include all anticipated costs. Identify which costs are being requested for grant reimbursement.
- H. Project Summary.
1. In 150 words or less, provide a summary of your project, with an explanation of what makes your project unique.
- I. Contact Information
1. Include the name, address, phone number, fax number and e-mail address of the grant

applicant.

EVALUATION

Proposals will be evaluated by a Low Impact Development Committee of the MCPWO and MDEQ. Proposals shall be evaluated based on the following criteria:

- Consistency with the priorities of the Middle Branch of the Clinton River Watershed Management Plan.
- Environmental benefit.
- Demonstrated ability to develop innovative approaches to increase the value of this project.
- Uniqueness of project to the Macomb County area.
- Demonstration of feasibility and constructability of the proposed plan.
- Ability to meet budget requirements and leverage additional outside funds.
- Adherence to proposal format.
- Proposed schedule.

SUBMITTAL OF PROPOSALS

Each firm shall submit ten (10) bound copies of their proposal to:

**Lynne Seymour, PE
Macomb County Public Works Office
115 S. Groesbeck Hwy
Mt. Clemens, MI 48043**

Proposals are due no later than 5:00 p.m. on Friday, September 28, 2007.

SCHEDULE

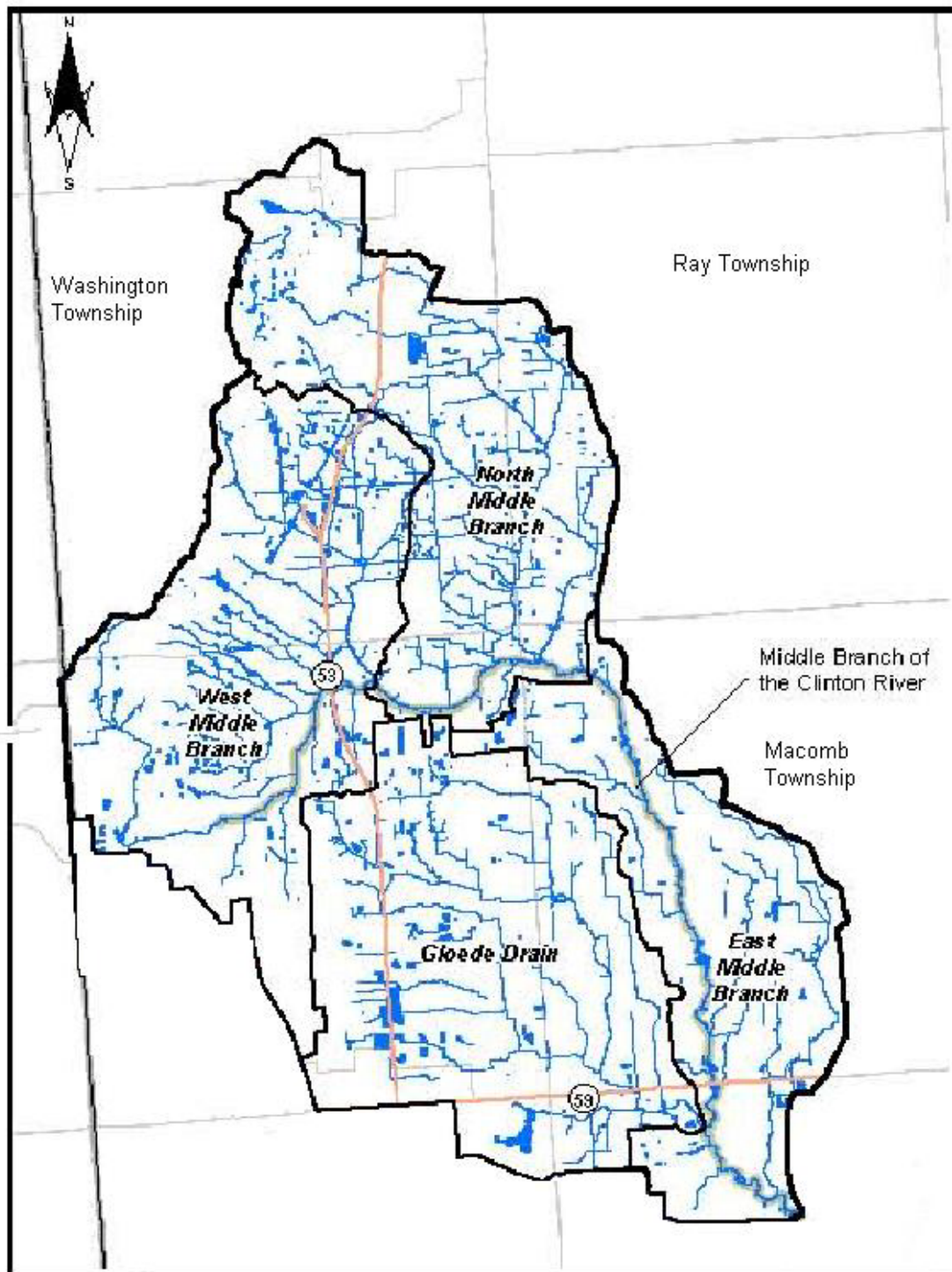
Request for Proposals Issued	September 4, 2007
Proposals due to MCPWO	September 28, 2007
Select and Award	November 1, 2007
Contract Signed	December 1, 2007
Preliminary Engineering Plans Submitted	February 1, 2008
Comments returned on plans	April 1, 2008
Final Plans Submitted	May 1, 2008
Contract Bidding	May 1, 2008
Construction Complete	October 1, 2008

SELECTION

The LID grant committee of the MCPWO will make the project selection. The LID Grant committee consists of 2 representatives of the MCPWO, a representative of the Macomb County Planning and Economic Development Department, a representative of the Clinton River Watershed Council and a representative of SEMCOG. The winning entry will be notified within 30 days of the grant award. MCPWO reserves the right to select one or more projects based on the amount of requested funds.

If for some reason the proposed grant cannot be completed the grantee must reimburse the entire amount of grant funds that have been expended to the MCPWO.

**Middle Branch of the Clinton River Watershed
Eligible Project Area**



INQUIRIES

Questions regarding this request for proposals should be directed to Ms. Lynne Seymour at (586) 307-8229, fax (586) 469-7693, or e-mail at Lynne.seymour@macombcountymi.gov

BMP EXAMPLES



Figure 1 Bioretention Curb Bump Out (Portland, OR)



Figure 2 Bioretention Sidewalk Planters (Portland, OR)



Figure 3 Bioretention Parking Lot (Ann Arbor, MI)



Figure 4 Bioretention Street Edge (Seattle, WA)



Figure 5 Green Roof (MSU, MI)



Figure 6 Porous Pavement (Wauwautosa, WI)



Figure 7 Green Parking (Wauwautosa, WI)

Reference materials regarding LID practices and BMPs are available on line at the following websites:

Catching the Rain:

<http://www.americanrivers.org/site/DocServer/CatchingTheRain.pdf?docID=163>

Stormwater Best Management Practices:

http://egov.cityofchicago.org/webportal/COCWebPortal/COC_ATTACH/GuideToStormwaterBMPs.pdf

Conservation Development in Practice:

http://cdfinc.com/CDF_Resources/Conservation%20Design%20Booklet.pdf

Changing Cost Perceptions:

http://cdfinc.com/CDF_Resources/Cost%20Analysis%20Ex%20Summary.pdf

**Macomb County Public Works Office
Grant Application Cover Sheet**

Completion of this form is required in order to receive grant consideration.

Project

Name: _____

Location (address of site): _____

Receiving Waterbody Name: _____

Organization

Name: _____

Address: _____

Phone No.: _____

FAX No.: _____

Contact Person Name: _____

Contact's E-Mail Address: _____

Project Costs

Grant Amount Requested: \$ _____

Local Match: + \$ _____

Project Total: = \$ _____

Person with Grant Acceptance Authority:

Name _____

Title _____

Signature: _____ Date: _____

Applicants must indicate compliance by initialing each statement below. Failure to agree to any of these requirements will render the application ineligible.

Applicant agrees that the proposed project is in compliance with all applicable state laws and rules or will result in compliance with state laws and rules. _____ (Initial here)

Applicant agrees that all applicable permits will be obtained prior to the implementation of the site plan. _____ (Initial here).